

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD  
MINUTES  
JULY 13, 2004**

**MEMBERS PRESENT:** Judith Ficks; Cindy Erb, OT; Gail Slaughter, OT; Deborah McKernan-Ace, OTA; Dorothy Olson, OTA.

**STAFF PRESENT:** Tom Ryan, Bureau Director; Jaquelynn Rothstein, DRL Legal Counsel to the Board; Kevin Murphy, Bureau Assistant.

**GUESTS:** Linda M. Anderson, Wisconsin OT Association; Mylinda Barisas-Matula, OT.

**CALL TO ORDER**

Chair Judith Ficks called the meeting to order at 9:05 a.m. A quorum of 5 members was present.

**AGENDA**

**Amendments:**

- Letter from Jacquelynn Rothstein to Linda M. Anderson, President of the Wisconsin OT Association
- Application of Paula Kabat to be considered in closed session.

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to approve the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES FROM FEBRUARY 24, 2004**

**MOTION:** Cindy Erb moved, seconded by Gail Slaughter, to approve the minutes as drafted. Motion carried unanimously.

**WELCOME NEW MEMBERS**

Ms. Ficks welcomed new members Dorothy Olson, Deborah McKernan-Ace, and Mylinda Barisas-Matula, who introduced themselves.

**ELECTION OF OFFICERS**

**MOTION:** Gail Slaughter moved, seconded by Dorothy Olson, to appoint Cindy Erb as Vice Chair of the Board. Motion carried unanimously.

**MOTION:** Deb McKernan-Ace moved, seconded by Dorothy Olson, to appoint Judith Ficks as Chair of the Board. Motion carried unanimously.

**MOTION:** Cindy Erb moved, seconded by Dorothy Olson, to appoint Gail Slaughter as Secretary of the Board. Motion carried unanimously.

### **ADMINISTRATIVE REPORT**

#### **Review of Roster:**

No amendments were made to the roster.

#### **Appointment of Screening Panel:**

Tom Ryan outlined the duties of the screening panel.

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to nominate Cindy Erb, Deb McKernan-Ace, and Judith Ficks to serve on the screening panel. Motion carried unanimously.

After the motion, Ms. Rothstein explained to the Board the complaint and disciplinary process at the DRL, noting that the DRL is a complaint driven agency and that discipline ranges from light reprimands to revocation of license.

### **CORRESPONDENCE BETWEEN JACQUELYNN ROTHSTEIN AND LINDA M. ANDERSON**

The Board briefly discussed the correspondence. At the previous meeting, Linda Anderson submitted a letter posing several practice related questions regarding supervision. After extended consultation with Cindy Erb, Ms. Rothstein drafted a written response to those questions. Ms. Rothstein agreed to make available to licensees portions of Ms. Anderson's original letter as a reference.

**MOTION:** Cindy Erb moved, seconded by Gail Slaughter, to post on the Board website Jacquelynn Rothstein's response to WOTA. Motion carried unanimously.

**MOTION:** Cindy Erb moved, seconded by Gail Slaughter, to amend the previous motion. Over concerns of clarity, item 8 should be struck from the publication of the letter. Motion carried unanimously.

### **VISA CREDENTIAL VERIFICATION PROGRAM – DISCUSSION**

The Board found nothing of note to discuss.

## **INFORMATIONAL ITEMS**

### **AOTA Memo Re:**

- Definition of Occupational Therapy Practice for the AOTA Model Practice Act
- Scope of Practice
- Guidelines for Supervision, Roles, and Responsibilities During the Delivery of Occupational Therapy

Ms. Erb asked that unlicensed practice in non-traditional health care settings be considered as a future agenda item.

## **CLOSED SESSION**

**MOTION:** Cindy Erb moved, seconded by Gail Slaughter, to convene to closed session to deliberate on cases following hearing (Wis. Stat. 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. 19.85 (1) (b), and Wis. Stat. 440.205); consider individual histories or disciplinary data (Wis. Stat. 19.85 (1) (f); and to confer with legal counsel (Wis. Stat. 19.85 (1) (g)). Motion carried unanimously.

## **RECONVENE INTO OPEN SESSION**

Open session reconvened at 11:20 p.m.

**MOTION:** Deb McKernan-Ace moved, seconded by Gail Slaughter, to reconvene into open session. Motion carried unanimously.

### **CASE CLOSING – 03 OT 007 – CASE ADVISOR – CINDY ERB**

**MOTION:** Deb McKernan-Ace moved, seconded by Gail Slaughter, to close Case 03 OT 007 for lack of jurisdiction. Motion carried unanimously.

## **DELIBERATION OF PAULA KABAT’S APPLICATION FOR OTA LICENSURE**

**MOTION:** Gail Slaughter moved, seconded by Dorothy Olson, to grant licensure to practice as an OTA in the state of Wisconsin in the matter concerning Paula Kabat. Motion carried unanimously.

**MOTION:** Deb McKernan-Ace moved, seconded by Gail Slaughter, to appoint Dorothy Olson as the interim credentialing liaison for OT/OTA applications. Motion carried unanimously.

**ORAL EXAMINATION OF PATRICIA VANDENBERG**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to validate the failing score of Patricia Vandenberg. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Gail Slaughter moved, seconded by Deborah McKernan-Ace, to adjourn. Motion carried unanimously.

Meeting adjourned at 12:15 p.m.

**Next Meeting October 26, 2004**